**Meeting Minutes -Montgomery County Emergency Services District No. 6**

The Montgomery County Emergency Services District No. 6 Board of Commissioners held its regular meeting at the Porter Fire Department Station 121 on May 22, 2018.

The meeting was called to order by Larry Trout, District Board President.

**Commissioners present**: Larry Trout, Donnie Click, John Kelley, David Miller

**Also attending:** District Fire Chief Carter Johnson, Assistant Chief Cleave Pamphile, District Administrative Assistant Jessica Black, District legal counsel John Peeler of Coveler & Peeler, PC, and District book keeper Katherine Turner of Municipal Accounts and Consulting.

**Commissioners not present:** Therlyn Cook

**Public attendees:** none

* The Board convened and the meeting was called to order by Mr. Trout at 12:30 PM.
* The Board conducted roll call with a quorum present, pledge of allegiance, and opening prayer.
* The Board opened the floor for public comment under item 2 of the agenda though none was offered.
* The Board then addressed item 3 of the agenda, minutes of prior meetings. Counsel presented the minutes for the April 24, 2018 regular meeting. Motion by Mr. Kelley and second by Mr. Miller to approve all minutes as presented. **After discussion the motion was approved 4 to 0.**
* The Board then addressed item 4 of the agenda: financial report, investments, and bills. Katherine Turner presented a report on the financial status of the District for review and action, and she provided a verbal summary of the monthly report and bills for payment. Ms. Turner also presented the quarterly investment report and noted the 2018 preliminary property values had been received. Motion was made by Mr. Miller and seconded by Mr. Click to approve the report and to approve payment of bills as presented. **After discussion the motion was approved 4 to 0.**
* The Board then addressed item 5 of the agenda, amendments/revisions to District budget(s). No action taken.
* The Board continued to item 6, to review, discuss and take action on items related to construction, improvements, repairs, renovations and equipment purchases for District Facilities, including architectural or other professional services. Chief Johnson provided an update on Station 121 renovation: the metal building frame delivered is too tall, which has brought work to a halt; the architect and engineer are reviewing options to either (1) cut beams to lower the roof height to match the existing roof, (2) engage a new metal company to “reverse engineer” the new building to match existing piers, or (3) building the addition taller than the existing station and finding a way to adequately waterproof the joining of the two sections; Metallic Building Co. is no longer involved in the project.

A brief discussion was held regarding methods of construction/delivery of the new building. This, in turn, brought up the subject of how the Station 121 add-on problems occurred noting the following: project was supposed to be complete in May 2018; new roofline is approximately 14” higher than old building; Chief Johnson unsure whether to proceed with water proofing as there may be structural issues due to inconsistent rooflines. Frost will contact us regarding Station 121.

Chief Johnson stated his wish to start construction of new Station 122 on the five acres though he does not plan to utilize the services of the current architect or builder involved with the Station 121 add-on. He would like to go out for RFQ for architects for a station including: separate EMS, sleeping accommodations for ten firefighters, two outside storage building, adequate offices, etc. smaller than Station 121 (no office) meeting room wing.

John Peeler shared that recent design-build projects have not led to ideal project delivery for other districts, either, so he recommends the more traditional model of engaging an architect to design the station and assist in the competitive sealed proposal or construction manager at risk (“CMAR”) construction methods.

The Board authorized the development of an RFQ for architectural services to be developed by Chief Johnson and John Peeler. The Board will decide between CMAR or competitive sealed proposal type delivery, after selecting the best qualified architect.

* TheBoard then addressed item 7 of the agenda, disposition of surplus and/or salvage property. Chief Johnson recommended the Board authorize disposal of the slide-out unit in the Chief vehicle stating Plums Grove VFD was interested in the unit. The Board declared it as surplus with fair market value of $-10- to be picked up by a VFD in the state.
* The Board then addressed item 8 of the agenda, acquisition of capital equipment and vehicles and financing for same. Chief Johnson that 50% of the FY 2018 vehicle repair budget would be consumed by three of the oldest trucks as some have old parts that are expensive to replace. No action taken.
* The Board then addressed agenda item 9 regarding real estate matters. General discussion was held on potential needs for Station 122 development and other new development areas including possible Ford Road development. Mr. Miller stated there may be land at the back of Ford Road development. Chief Johnson expressed the need to first view the development plan to determine where the station would work. No action taken.
* The Board then addressed item 10 of the agenda, to receive a report from the Fire Department. Mr. Miller relayed how the Fire Department assisted S.O. and other first responders to raise money, food, etc. for the Sharing is Caring program.

Chief Johnson then presented the following information on recent department activities: graphs indicating calls by type and station; TIFMAS truck deployed recently to Davis Mountains and then Panhandle for two weeks of deployments; State has changed its pay model and it is 100% reimbursable to Fire Department by State; the 1999 T-122 was in the shop for two months due to rock in the pump; he and MC ESD 7’s Chief Rinewalt delivered a presentation to East Montgomery County Leadership; the Department auxiliary is not able to help James, former Fire Department “helper” with his living situation; E-122 out of service due to oil leaks; responded to 357 calls since last meeting; working with MCHD on the type of calls District responds to, lowering volume a bit placing the District as second response on some calls; four new firefighter hires. No action taken.

* TheBoard did not feel the need to enter Closed Session.
* The Board took no action on agenda item 14, personnel matters.
* There being no further business to come before the Board at this time, the meeting was adjourned at 1:37 PM.